

MEMORANDUM

TO: Potential Bidders and Respondents

FROM: Scott Murphy, Town Manager

RE: Stream Restoration Projects

DATE: March 28, 2023

The Town of Manchester, Vermont is accepting bids and responses to the following projects:

Sealed bids, *using the attached bid sheet*, must be returned before **Wednesday, April 26, 2023 at 12:00 Noon** via US Postal Service (or other delivery service) or hand-delivered to the following address:

SEALED BID – Stream Restoration Projects
Scott Murphy, Town Manager
Town of Manchester
40 Jeff Williams Way
Manchester Center, VT 05255

Verbal, emailed or faxed bids will not be considered.

To obtain Drawings and Specifications, or for questions, contact: Christina Haskins, Dufresne Group, at chaskins@dufresnegroup.com. Drawings and specifications are available in pdf format only and will be emailed upon request.

General Specifications and Requirements

1. The Contractor shall provide evidence of Workers Compensation and a certificate of insurance naming the Town of Manchester as an additional insured (\$1,000,000 per occurrence and \$2,000,000 total liability) within two (2) business days of notification by the Town that the Town intends to award the Contract to the Contractor. The Town may nullify the awarding of the Contract for failure to satisfy this requirement in its entirety.
2. The Contractor shall submit to the Town by November 30, 2023 a final invoice. The Town agrees to pay the Contractor in a reasonable amount of time after reviewing and approving the invoice and other documents and the project is inspected by the Town's Department of Public Works Director and/or Town Engineer. The Contractor shall provide written proof and a letter certifying to the Town that the Contractor has fully paid all subcontractors and suppliers and that all liens associated with the project have been released before final payment by the Town.

3. The Town of Manchester reserves the right to accept or reject any or all bids, to waive all informalities, or to accept any bid or portion of a bid which it deems to be in the best interest of the Town.
4. Completion dates for specific projects are set forth in this document. The Town may assess a penalty of \$500.00 a day if all contracted work is not completed by the completion dates.
5. The contractor shall NOT work on weekends or holidays without the written permission of the Town.
6. For all projects, the Contractor shall give the Town's Director of Public Works a minimum of five (5) days notice prior to the commencement of work associated with the described project.
7. The Town shall retain control of operations and shall have the authority to terminate any and all work if the Director of Public Works determines that project quality could be adversely affected due to inclement weather or other conditions.
8. The Contractor shall warranty materials and workmanship for a period of one (1) year from the date of completion.
9. Contractors agree to operate in compliance with all OSHA and VOSHA requirements and all generally accepted safety standards.
10. Contractors agree to provide all necessary traffic control, including police officers or certified flaggers, as well as signage.
11. For all Contracts, the Contractor agrees to indemnify and hold harmless the Town against all claims, demands, causes of action, suits or judgments, including attorney's fees, costs and expenses, which are a result of the Contractor's negligence, carelessness or mismanagement.

Project #1: EWP Project 5039-020 – Sediment & Debris Removal, Hillvale Road

Project Description: This project shall include the removal of sediment and debris from the stream channel near Hillvale Road, as described in the attached Drawings (including errata sheet) and Specifications. Approximate quantities are provided on sheet 11 of the Drawings.

Payment for this project will be full compensation for excavation, debris removal and disposal, erosion prevention and sediment control, traffic control, restoration of surfaces, furnishing and installing the materials specified including topsoil, seed and mulch, and for furnishing all labor, tools, equipment and incidentals necessary to complete the work.

Project #2: EWP Project 5039-021 – Streambank Protection, Bourne Brook

Project Description: This project shall include the removal of sediment and debris from Bourne Brook, as described in the attached Drawings (including errata sheet) and Specifications. Approximate quantities are provided on sheet 15 of the Drawings.

Payment for this project will be full compensation for excavation, debris removal and disposal, erosion prevention and sediment control, traffic control, restoration of surfaces, furnishing and installing the materials specified including topsoil, seed and mulch, and for furnishing all labor, tools, equipment and incidentals necessary to complete the work.

Project #3: EWP Project 5039-023 – Sediment & Debris Removal, Butternut Lane Flood Chute

Project Description: This project shall include the removal of sediment, debris, and a concrete dam from the flood chute along Bromley Brook, as described in the attached Drawings (including errata sheet) and Specifications. Approximate quantities are provided on sheet 8 of the Drawings.

Payment for this project will be full compensation for excavation, debris (including concrete dam) removal and disposal, erosion prevention and sediment control, traffic control, restoration of surfaces, furnishing and installing the materials specified including topsoil, seed and mulch, and for furnishing all labor, tools, equipment and incidentals necessary to complete the work.

Project #4: EWP Project 5039-024 – Sediment & Debris Removal, 80 Butternut Lane

Project Description: This project shall include the removal of sediment and debris from Bromley Brook and associated flood chutes, as described in the attached Drawings (including errata sheet) and Specifications. Approximate quantities are provided on sheet 20 of the Drawings.

Payment for this project will be full compensation for excavation, debris removal and disposal, handling and placement of existing large boulders, erosion prevention and sediment control, traffic control, restoration of

surfaces, furnishing and installing the materials specified including topsoil, seed and mulch, and for furnishing all labor, tools, equipment and incidentals necessary to complete the work.

Project #5: EWP Project 5039-021 – Sediment & Debris Removal, Lye Brook

Project Description: This project shall include the removal of sediment and debris from Lye Brook and associated flood chute, as described in the attached Drawings (including errata sheet) and Specifications. Approximate quantities are provided on sheet 18 of the Drawings. Contractor shall prepare and submit VTrans Section 1111 permit application for the temporary access from Route 7 and for work upstream of Station 8+85.

Payment for this project will be full compensation for excavation, debris removal and disposal, erosion prevention and sediment control, traffic control, restoration of surfaces, furnishing and installing the materials specified including topsoil, seed and mulch, obtaining VTrans Section 1111 permit for work in the State right-of-way (Route 7) and for access from Route 7, and for furnishing all labor, tools, equipment and incidentals necessary to complete the work.

Conditions For All Projects:

1. Contract Completion Date: November 1, 2023, unless otherwise approved by the Owner in writing.
2. All in-stream work shall be performed between June 1, 2023 and October 1, 2023, unless otherwise approved by the DEC Rivers Program in writing.
3. The Contractor will need to submit proposed access routes to the Engineer for review and approval by NRCS. Any permitting required for the access routes will be the responsibility of the Contractor.
4. All proposed waste/fill sites shall be outside of wetlands and floodplains.
5. The Town will obtain a Stream Alteration Permit. Contractor shall comply with the permit requirements.
6. The Town will obtain easements from affected property owners.

ATTACHMENTS (To be emailed upon request):

- Specifications
- Drawing Errata
- Drawings: Manchester EWP 5039-020
- Drawings: Manchester EWP 5039-021
- Drawings: Manchester EWP 5039-023
- Drawings: Manchester EWP 5039-024
- Drawings: Manchester EWP 5039-025

TOWN OF MANCHESTER, VERMONT
Stream Restoration Projects
Bid and RFP Response Form

Please type or use permanent ink. All responses must include this form. Forms shall be submitted, in a sealed envelope, to:

SEALED BID – Stream Restoration Projects
Scott Murphy, Town Manager
Town of Manchester
40 Jeff Williams Way
Manchester Center, VT 05255

Verbal, emailed or faxed bids will not be considered. Late submissions will not be accepted.

Company Name: _____

Company Mailing Address: _____

Contact Name: _____

Contact Telephone Number: _____

Contact Email Address: _____

Please note, respondents are NOT required to bid on all of the projects.

Project Number	Short Description	Bid/Response Price
Project #1	Sediment & Debris Removal, Hillvale Road	\$
Project #2	Streambank Protection, Bourne Brook	\$
Project #3	Sediment & Debris Removal, Butternut Ln Flood Chute	\$
Project #4	Sediment & Debris Removal, 80 Butternut Lane	\$
Project #5	Sediment & Debris Removal, Lye Brook	\$

NOTES:

In developing these bids I have followed all instructions set forth by the Town of Manchester and hereby certify that the work to be performed will fully conform to conditions stipulated as part of the Town’s request for bids. I have read the bid documents, including the General Specifications and Requirements, and agree to adhere to all of the provisions. The bid price includes any and all administrative costs, fuel costs, fees and taxes and all other associated costs of the project.

Furthermore, I certify that the prices in these bids have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such price with any other bidder or with any competitor.

Signature

Date

Name